

Date: _____

Location: _____

WORK CONTRACT

Between the following persons _____, with citizenship of _____, eighteen years of age or older, and resident at _____, henceforth to be termed the Employer, and _____, with citizenship of _____, eighteen years of age or older, and resident at _____, henceforth to be termed the Employee, the following contract has been agreed to and signed:

- The Employee is being hired to perform housework and related domestic tasks, and to be of assistance to his/her Employer, work that the Employee is expected to perform with efficiency and dedication;
- The Employee has worked with the Employer since (month, day) _____ of the year _____, accruing a monthly salary of RR (Russian Rubles) _____. During the trip to the United States, this salary will be increased to the legal minimum hourly wage as established in the U.S. State of _____. That is to say, the Employee will receive a salary of US\$ (U.S. Dollars) _____ per hour based on a work schedule of 40 hours a week, for a total of US\$_____, for ____ days of travel during which the Employee is to remain with the Employer. This salary and work schedule will be in effect for the trip to the United States that the Employee is currently planning on making with the Employer, as well as for any additional such trips to the United States that may take place in the future, provided that the location and legal minimum hourly wage as established by that location do not change;
- In the event that the Employee is called upon to work overtime, the salary for any overtime hours will be 150% of what the employee is to be paid on an hourly basis during the regularly scheduled workday, or 150% of the legal minimum hourly wage as established in the U.S. State of _____, whichever is higher. The Employee's overtime hours may not exceed twenty (20) hours per week; thus the Employee may at no time work more than sixty (60) hours during a given week;
- Within the territory of the United States, the Employee will work exclusively for the Employer. To this end, a daily work schedule will be developed of eight (8) hours, which is the equivalent of a work week of forty (40) hours. The Employee's work schedule will be from Monday to Friday, from eight o'clock in the morning (8:00 A.M.) to six o'clock in the evening (6:00 P.M.), with two hours' break towards the middle of the workday. After the workday is over, the Employee is entitled to uninterrupted hours of rest until the

next workday begins. On the weekend, the Employee is entitled to having the entire day off;

- The Employee and the Employer agree that in the free time available to the Employee, the Employee will not be restricted in his/her movements and will be permitted to leave the premises of the Employer during that period of time that does not consist of the Employee's regularly scheduled work hours;
- The Employee will receive fifteen (15) days of vacation per year;
- Both parties, the Employee and the Employer, expressly agree that the Employee will perform services exclusively for the Employer and that while working for the Employer, the Employee will not accept any other work offer within the territory of the United States, not even during the Employee's free time during the regularly scheduled workweek or days off on the weekend;
- During the trip, the Employer will cover all expenses of the Employee, including airfare, local transportation, lodging, meals and any other costs that may be incurred during a stay in the United States.

Composed and signed on the _____ day of the month of _____ of the year _____
in (city) _____, Russian Federation.

Employee

Employer

Passport number (Employee): _____

Passport number (Employer): _____